

**Center for Crime Victim Services
Board Meeting Minutes
March 11, 2019**

Board Members Present: Bob Paolini, Susan Ide, Richard Katzman.

Absent: Margaret Joyal, Jerry O'Neill.

Staff Members Present: Chris Fenno, Carol Morgan, Christine Morrison, Jodie Bacon, Abby Gladstone-Strobel, Michelle Pelletier, Carol Brochu, Melinda Meyer.

Absent: Elaine Boyce, Mary Kay Hewlett.

The meeting was called to order at 1:33 PM.

REVIEW MINUTES OF LAST MEETING

The Board reviewed the meeting minutes of February 11, 2019 and approved them as presented.

COMPENSATION CLAIMS REPORT

Christine Morrison presented the Compensation report for February 2019. As usual, Chittenden County submitted the largest number of claims, generating 18 of the total 29 claims in February. Regular compensation claims decreased 19.44% this February, compared to February 2018. The number of regular claims received so far in the current fiscal year (FY19) was 347, equating to a decrease of 1.73% compared with the 341 claims received for the same period in FY18, the previous fiscal year.

In contrast to the decrease in regular claims, the number of sexual assault (SA) claims was up for both the month of February and compared to the previous fiscal year. There were 163 SA claims received through February for FY19, compared with 129 SA claims during the same period in FY18, for an increase of 26.36% in FY19 SA claims. Reviewing expenses, Christine noted that payments for SA claims were low (only \$888.05) this February, due to the SA staff person being on vacation. Comparing fiscal years, expenses had increased in FY19 for both regular and SA claims, compared to the same period in FY18. The Compensation Report was accepted as presented.

COMPENSATION DISCUSSION OF LSA (LEAVING SCENE OF ACCIDENT) CLAIMS

The Board tabled further discussion of LSA-related claims until the April meeting.

REVIEW OF SPECIFIC COMPENSATION CLAIMS

There were no specific claims for review this month.

RESTITUTION UNIT REPORT

Michelle Pelletier reported on the Restitution Unit (RU) for February 2019. Collections for February exceeded the month's goal, with the Case Managers bringing in \$53,726.34. Another \$64,149.74 was received via state tax offsets. Michelle noted that this year's tax receipts were just starting to come in.

A total of 33 restitution files were closed in February, which Michelle stated was a bit low, however she expects that number to increase since tax offsets generally result in a lot of cases being closed. Michelle noted that the RU currently gets restitution judgement orders with plea agreements from about two-thirds of the counties. The RU is supposed to get a copy of the plea agreement, which allows them to collect, but not all counties have been sending these to the RU. A new Collections

Case Manager had been hired, to start work on March 25th. The Restitution Unit Report was accepted as presented.

FINANCIAL REPORT

Carol Brochu presented the Financial Report through February 2019. With the current fiscal year two-thirds complete, Carol noted that deposits into the Center's Special Funds had shown improvement. Bob Paolini asked if the few negative areas in the current report might become positive by the end of the fiscal year (June 30, 2019). Carol explained that CCVS often receives large deposits into our Special Funds during the last quarter, so it's possible we could see an improvement, but that is hard to predict. She noted that with FY19 being 67% complete, expenses to the Compensation Program were only at 43%, which offsets some of the deficit figures. But there is always the risk of an increase in compensation expenses. If needed, we can switch funding for compensation to federal funds. Carol reminded that a few years ago the DV/SV Fund began the fiscal year in the negative and now it has a positive balance. The last few months of the fiscal year are uncertain and challenging for all state agencies, in terms of knowing what shape the final budget will end in.

Within the next few months, CCVS should hear what our VOCA Fund allocation will be. Until then, we don't know if our VOCA funding will go up or down, so Carol uses a three-year average to budget for VOCA. CCVS has three years to spend the VOCA grants and by using a three-year average, CCVS has been able to avoid cutting funding to our subgrantees in the past, when the federal VOCA grant to CCVS was reduced. The Financial Report was accepted as presented.

CENTER UPDATE

Chris Fenno thanked Bob Paolini and Cara Cookson for their help with legislative issues this year. Regarding revisions being made to CCVS personnel policies, Chris stated that the goal is to have the revised version approved and effective for July 1, 2019. The Civil Rights section is being revised to comply with federal requirements. Chris asked if the Board would prefer to review the revisions all at once, or in sections. The Board asked to review in sections (not all at once) during the next Board meetings, and with each revised section presented next to the original version for comparison.

Chris advised that the State's Attorneys' offices that were defunded by CCVS, did submit applications for other grant funds, with technical assistance from Gene Nelson, and CCVS will provide their offices with gap-funding for three months.

Chris Fenno, Carol Brochu, Gene Nelson, and Omara Rivera-Vazquez had recently met with staff of the Vermont Network Against Domestic and Sexual Violence to go over auditing items re: federal grants. An audit is done by an outside firm and differs from the site visits done by CCVS, which are grant-specific.

MEETING ADJOURNED: 2:30 PM

EXECUTIVE SESSION: The Executive session was tabled until the April meeting.

Next VCCVS Board Meeting Date:
Monday, April 15, 2019 (rescheduled date)
1:30 – 3:30 PM
Meeting room in the
Compensation Program offices
58 South Main St., Waterbury, VT